



Chicago Park District

Legislation Text

File #: 21-1274-0310, **Version:** 1

AUTHORIZATION TO ENTER INTO A CONTRACT WITH ARLINGTON POWER FOR THE SERVICE, MAINTENANCE AND REPAIR OF SMALL AND LARGE EQUIPMENT

SPECIFICATION NUMBER P-20024

To: The Honorable Board of Commissioners of the Chicago Park District

It is recommended that an order be entered authorizing the General Superintendent or his designee to enter into a contract with Arlington Power for the Service, Maintenance and Repair of Small and Large Equipment. The contractor were selected pursuant to a publicly advertised Invitation for Bid. No work may commence and no payment shall be made prior to the execution of a written agreement.

II. Award Information

Contractors: Arlington Power Equipment
20175 Rand Road
Palatine, IL 60074

Majority Interest: Dorothy Sarazak 52%
Don Sarazak 24%
Bob Sarazak 24%

Contract Period: One (1) year initial term with four (4) additional one (1) year extension options. If the extension options are exercised, funding shall be based upon annual appropriations.

Contract Amount: Not-to-Exceed \$847,600.00 for the initial contract term. Expenditures for services under each extension term will be authorized by annual appropriation and subject to each year's budget.

Affirmative Action

Goals: The Minority- and Women-Owned Participation for this contract include: 25% Minority-Owned and 5% Women-Owned.

Scope of Services: To service, maintain, and repair small and large equipment on an as needed basis.

Authorization: Authorize the General Counsel to include other relevant terms and conditions in the written Agreement. Authorize the General Superintendent to execute the Agreement and the Secretary to attest as to the signing of the Agreement and keep an original copy of the Agreement on file.

III. Budget and Financial Information

Budget Classification: Operating
Fiscal Year: 2021
Source of Funds: 1.8450.8450.623100.1.1.1.1

IV. Procurement Information

Specification Number: P-20024
Date Advertised: December 3, 2020
Date of Pre-bid Meeting: N/A
Bid Due Date: January 6, 2021
Number of Bids Received: Two (2)
Bid Award Detail: Lowest responsible and responsive bidder

This contract was publicly advertised as an Invitation for Bids (“IFB”), and there were nine (9) categories, and bidders could bid on one, some, or all categories. Two (2) bids were received, opened, and read aloud on the bids due date. The Department of Purchasing (“Purchasing”) reviewed all bids received and found both to be responsive. The Department of Cultural and Natural Resources (“DCNR”) reviewed the bids for each category and found them to be fair and reasonable. Further, the DCNR reviewed the bid from the lowest bidder for each category and determined that they are responsible bidders

Accordingly, the lowest responsive and responsible bidder for each category is as follows:

Category Awardee:

- A - Small Equipment - Arlington Power Equipment *
- B - Large Equipment - Arlington Power Equipment
- C - Trailers - Arlington Power Equipment *
- D - Marine - NO BIDS
- E - Material Handling - NO BIDS
- F - Utility Terrain Vehicle (UTV) - Arlington Power Equipment *
- G - Golf Carts - Arlington Power Equipment *
- H - Golf Carts - Arlington Power Equipment

I - Salt Spreaders - Arlington Power Equipment *

*indicates a single bid for that category

V. Explanation

The Department of Cultural and Natural Resources requires the services of a company that will maintain and repair small and large equipment on an as needed basis year round. The equipment to be maintained and repaired is essential to the maintenance of parks districtwide and includes, but is not limited to: aerators, ATVs, augers, blowers, boat motors, chain saws, concrete saws, edgers, fork lifts, gators, generators, golf carts, power washers, push mowers, salt spreaders, tractors, trailers, utility vehicles, and weed eaters.

Arlington Power Equipment has the experience, capacity, and ability to provide all of the services required to service, maintain, and repair the equipment and vehicles. They have many years' experience servicing, maintaining, and repairing equipment and all have previous experience with the Chicago Park District. Further, they have the capacity regarding personnel and equipment to provide these services to the standards of the Chicago Park District.

Therefore, it is in the best interest of the Chicago Park District to award Arlington Power Equipment Inc. the contract for service, maintain, and repair large and small equipment for the categories in which they are the lowest responsible and responsive bidder.

VI. General Conditions

1. *Conflicts*: No agreement authorized herein shall be legally binding on the Chicago Park District if entered into in violation of the provisions of the Public Officer Prohibited Activities Act, 50 ILCS 105/0.01 *et seq.*

2. *Ethics*: The Chicago Park District's Ethics Code, Chapter III of the Code of the Chicago Park District, shall be incorporated into and made part of all agreements authorized herein.

3. *Contingent Liability*: Any agreement lawfully entered into for a period of more than one year shall be executory only for the amounts for which the Park District may become liable in succeeding fiscal years pursuant to Section 17(i) of the Chicago Park District Act, 70 ILCS 1505/17(i). All agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year budget.